

# CERTIFICATE: MUNICIPAL FINANCIAL MANAGEMENT

NQF LEVEL 6 | CREDITS: 230 | SAQA ID: 48965



## PROGRAMME OVERVIEW

The purpose of this qualification is to enable the participation to apply strategic level financial management competencies to ensure effective, efficient, and economical utilisation of public funds and resources at local government level. Participants will develop competencies to manage strategic planning and budgeting processes, financial management processes and internal control, auditing, and reporting processes. Individuals will benefit through enhancing their personal competencies, knowledge, and skills so as to be able to complete tasks required in their employment contracts and by legislation. This qualification serves to provide the opportunity for a new and existing public sector employees to gain financial management positions for groupings previously excluded from such positions.

## DURATION AND MODE OF DELIVERY

- The programme is offered over a period of 12 months
- Online, blended or face to face
- All options include self-study, assignment writing as well as examinations and group presentations and assessments

## ENTRY REQUIREMENTS

- Communication at NQF Level 4
- Mathematical Literacy at NQF Level 4
- Economics at NQF 4 Level
- Accounting at NQF 4 level

## ACCREDITATION

- Certificate Municipal Financial Management, NQF Level 6, Credits 230
- Accredited with LGSETA – Local Government & related services Sector Education and Training Authority

## EXIT LEVEL OUTCOMES

- Demonstrate knowledge and critical understanding of municipal issues in general, and in their areas of focus in particular
- Apply economic principles to municipal finance management.
- Assess foundations and principles of municipal practices in South Africa
- Implement well-grounded and systematically develop principles in municipal financial management
- Proffer solutions to municipal service management and delivery problems
- Engage with the broader field of municipal finance management.
  - Support as a strategic management leader in the field of municipal finance management
  - Contribute to others understanding of current and emerging municipal finance issues
  - Demonstrate responsibility and adaptability as a professional in a municipality setting

## UNIT STANDARDS

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MODULE	UNIT STANDARD TITLE	LEVEL	CREDITS
<b>Module 1:</b> Legal Environment and Policy (33 Credits)	116343: Apply the principles of ethics in a municipal environment	6	10
	116344: Apply the inter-governmental Fiscal Relations Act to municipal financial management	6	10
	116361: Interpret South African legislation and policy affecting municipal financial management	6	8
	337063: Discuss the selected legislative regulatory framework-governing the public sector management and administration environment	5	5
<b>Module 2:</b> Municipal Strategic Planning (38 Credits)	116342: Apply 7 approaches to managing municipal income and expenditure within a multi-year framework	6	15
	116358: Contribute to the strategic planning process in a South African municipality	6	15
	116348: Conduct stakeholder consultation around municipal finance programmes	6	8
<b>Module 3:</b> Municipal Performance Management (20 Credits)	116341: Conduct performance management to a South African municipal environment	6	12
	116357: Design internal control and internal control evaluation framework	6	8
<b>Module 4:</b> Municipal Supply Chain Management (37 Credits)	116353: Participate in the design and implementation of municipal supply chain management	6	12
	116346: Apply techniques and South African statutes to cash and investment management in a municipal environment	6	10
	337059: Plan and implement public-private partnerships for municipal service delivery	6	15
<b>Module 5:</b> Municipal Risk Management (21 Credits)	116339: Apply risk management in South African municipalities	6	10
	116362: Manage a municipality's assets and liabilities	6	11
<b>Module 6:</b> Municipal Budgeting & Implementation (31 Credits)	116345: Apply the principles of budgeting within a municipality	5	15
	116360: Manage information technology resources in a municipal finance environment	6	8
	116364: Plan a municipal budgeting and reporting cycle	6	8
<b>Module 7:</b> Municipal Operations and Costing (26 Credits)	116340: Apply costing principles to municipal operational and service-based costing sector management and administration environment	6	11
	116347: Contribute to capital planning and financing	6	15
<b>Module 8:</b> Municipal Finance and Audit Reporting (24 Credits)	116363: Prepare and analyse municipal financial reports	6	12
	1116351: Conduct auditing planning and implementation in a South African municipality	5	12